

# Dudley Group of Hospitals: Equality Impact Assessment

## Step 2 - Screening Tool

Please complete the following when screening your policy or service for potential impact on equality groups.

<b>1. Name of lead</b>	Michelle Haddock
Contact number & email	<a href="mailto:Michelle.haddock@dgh.nhs.uk">Michelle.haddock@dgh.nhs.uk</a> Extension 4520
Directorate or Department and Team	Pharmacy
<b>2. Name of service or policy</b>	<b>The check of discharge medicines prescribed and supplied on the discharge letter by nursing staff</b>
Is this a new or existing piece of work?	This is a new piece of work
<b>3. Target audience</b> e.g. patients and public; NHS staff; professional health organisations; voluntary organisation; internal staff	Nursing staff involved in the discharge of a patient.
<b>4. What are the aims of the service/policy?</b> i.e. what does the policy or service hope to achieve?	To promote safe practice when discharging patients. The aim of this document is to outline the necessary steps that must be taken when checking medication provided for the patient to take home and discussing those medicines appropriately with the patient at discharge
<b>5. Does any part of this service or policy have the potential to have an adverse impact based on a person's age, disability, ethnic origin, gender, religion/belief or sexual orientation?</b> <i>If No, please provide brief reasons.</i>	No adverse effects should arise from the policy as all patients should have their discharge medicines checked in a uniform manner.
<b>6. Are there any factors that could lead to different outcomes or satisfaction levels based on people's age, disability, ethnic origin, gender, religion/belief or sexual orientation?</b>	No adverse effects should arise from the policy as all patients should have their discharge medicines checked in a uniform manner.

<b>If No, please provide brief reasons.</b>	
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If you have answered yes to any of questions 5 or 6, you must now complete a full Equality Impact Assessment using the proforma provided by the Trust.

If you have answered No to all of the above questions, a full assessment is not required. Please complete the following sign-off section and send a copy of this screening to your Head of Service, Matron or Head of Department as appropriate **and** to Liz Abbiss, Head of Communications at Trust HQ.

**Name of person completing this screening:**

**Job Title: Michelle Haddock**

**Date sent to Head of Service, Matron or Head of department:**

**Date sent to Head of Communications, Trust HQ:**

For advice relating to completion of this screening, please contact Human Resources on 456111, ext 3251